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**WEARE BOARD OF SELECTMEN
MEETING MINUTES
June 16, 2008**

PRESENT: TOM CLOW, CHAIRMAN; HELEEN KURK, SELECTMAN; RICHARD W. BUTT, SELECTMAN; KEITH R. LACASSE, SELECTMAN

TOWN ADMINISTRATOR: Fred Ventresco

RECORDING SECRETARY: Cherry Palmisano

GUESTS: George Malette, Frank Campana, Tina Connor, Chief Begin, Doug Cook, Naomi Bolton, Tony Sawyer,

7:00 p.m. Chairman Clow called the meeting to order.

PUBLIC COMMENT – Mr. George Malette asked if the Board would be discussing the deadline for the end of June for the Fire Marshall's report. Mr. Malette said he would like to be added to the agenda to give an update on the breakers on the electrical panel. Mr. Malette said there are 7 panels in the town office building with about 150 breakers; they found about 50 breakers, of those they thought 1 was marked properly. He spoke with Chip Meany and Malcolm Wright and they hope to be able to meet the deadline. Chairman Clow asked if the smaller panels were all tied in. Mr. Malette said yes. Mr. Malette said 1 panel is for the generator and all the breakers stay off until the generator is in use. Chairman Clow thanked Mr. Malette for all his time.

Chairman Clow asked Mr. Malette about the remote controls for the air conditioning units. It was discussed the remotes are also the thermostats for the air conditioning units. Mr. Malette said they should be mounted on interior walls and consideration needs to be made for the use of the space. Mr. Malette said they need to determine what temperature the copier room and cable equipment rooms need to be kept at.

Mr. Doug Cook understands there will be a budget discussion and commented that in watching previous meetings the Board discussed the possibility of going to DRA. Mr. Cook does not recommend the Board go to DRA and said they should be taking other steps to not have to go to DRA even if that means laying employees off. Mr. Cook commented on raises and discussed that it has a lot to do with shortfalls they are having today. Mr. Cook commented on the Clerk's office closing early on Thursdays which he understands to be because of budget cuts. He does not understand why the office gets shut down. He feels if they are going to shut down services they should consider the transfer station. He said the voters gave them a budget and they need to work with it. Whether cutting off services or laying people off he does not feel they should be going to DRA.

Mr. Frank Campana asked if the Board still plans on petitioning DRA to spend surplus funds. Chairman Clow said the Board has not made a decision. Mr. Campana asked if it was to happen how much the Board would access from the General Fund Surplus. Chairman Clow said they have not made a decision, but it will be less than \$100,000. Mr. Campana asked how much money in the Undesignated Surplus is available to them. Chairman Clow said \$1,337,761.00 at the end of 2006; they are unsure of the 2007 balance. Mr. Campana said what is available and what they use is still the taxpayer's money. Mr. Campana reminded the Board they are spending a potential amount of money that could be used next year to reduce taxes. Mr. Campana commented on companies laying people off and cutting services.

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Mr. Campana mentioned the Deputy Police Chief and his \$44,000 salary, which is in the town report. Mr. Campana stated that the Deputy Police Chief gets a free ride to and from his home, which is 50 miles roundtrip, 5 days a week, 250 miles, 15 miles to the gallon, 17 gallons a week for 50 weeks totaling \$3,400. Mr. Campana said he was sure he would be criticized for suggesting that this position be let go for a while or permanently which would save the town approximately \$50,000 per year. Mr. Campana said back in August 2003 when Deputy Chief Quigley joined WPD it was made possible by a Federal Grant. Mr. Campana said that was born to be not true, but minutes from September 2003 stated Chief Rigney stated that Mr. Esenwine was correct about the grant and also that the grant had not yet been approved. Mr. Campana said he feels this person was hired under a misconception. Mr. Campana said at the time Selectmen were not aware of the position being paid through a grant. Mr. Campana feels from day one the position was hired falsely and said the position is built into the budget. Mr. Campana said he is unsure of the duties of the Deputy Police Chief but he sat through several meetings listening to the Highway Departments needs and personally would rather see tires being purchased for needed equipment than a free ride for the Deputy Police Chief. Mr. Campana suggests that the Board does not go to DRA and said he hopes DRA questions the Board on whether they considered laying off employees as a solution.

Chairman Clow opened the public hearing at 7:30 p.m.

PUBLIC HEARING – To receive public comment regarding the acceptance of a donation in excess of \$5,000.00 to build a concession stand complex at the Town's Bolton Field. The donation would consist of materials, labor, the resulting structure and any other items to constitute a complete facility. Mr. Tony Sawyer, John Stark General's Football said it will cost approximately \$18,500 which will include labor and trusses and with that being said he is unsure what the town would like to see as far as the exterior of the building. Mr. Sawyer said he spoke with Chairman Clow about the exterior color matching the dugout. Selectman Kurk asked about the cost of up keep. Mr. Sawyer said right now they are pricing out architectural, 30 year shingles and are looking into a steel roof. The exterior would be stained T-111. Selectman Kurk asked how often it would need to be stained. Mr. Sawyer said they would continue to maintain the up keep of the exterior. Selectman Kurk asked Mr. Ventresco about insurance costs. Mr. Ventresco said the insurance would be very minimal. Mr. Ventresco commented once the town owns the building they will be obligated to maintain the building. Mr. Sawyer said they discussed the possibility of a vinyl exterior. Selectman Kurk said she questions this so they know what costs they have going forward and they agree upon, if they agree the Football Association agrees to the up keep she would like to have a written agreement. Mr. Sawyer does not understand that to be an issue. Selectman Butt does not feel the maintenance responsibility should just fall on an organization that is donating a \$20,000 building to the town. Selectman Butt said the cost difference between a shingled roof and steel roof is a minimal difference.

Chairman Clow asked Ms. Naomi Bolton about the dugouts being green, it was discussed they are dark green with asphalt shingled roof. Chairman Clow said that his thinking is that the colors match. Selectman Butt said stain on the exterior would be his preference. It was discussed there would be a 6 inch floating slab. Mr. Sawyer said there will be some filling in the area to level it off and there will be a drainage pipe to drain the water. Selectman Lacasse noticed the column and questions the 6 inch slab holding the weight. Mr. Sawyer said he spoke with Mr. Chip Meany and a contractor and no one had an issue with it. Selectman Butt asked if the serving wall would be a load bearing wall. Mr. Sawyer said the trusses they discussed with Mr. Meany will allow them to have access to that door. Selectman Lacasse questioned the flooring on the balcony. Mr. Sawyer discussed this with the contractors, it will have a slight pitch and drainage will be added. The flooring will be a decking material with a membrane underneath to catch the draining water. Selectman Lacasse has concerns with T-111. Mr. Sawyer said the contractors he discussed this with recommend a ¾ inch T-111 and there has been question on appearance, they are trying to keep with what is currently there. Selectman Lacasse said his questions are just because it is not spelled out in the drawing. He feels it would look visually supported if there

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were 2 columns. Mrs. Bolton said when the building is not in use there will garage doors to close the areas. Mr. Sawyer said they designed the building to be the most tampered proof as possible. Selectman Butt discussed the balcony area and said he was unsure of the needed support for the balcony. Mr. Sawyer will discuss that with Mr. Meany. It was discussed all the doors will be steel doors. The steel roof was discussed, it is available in different weight and colors, they discussed a mid grade steel roof with strapping.

Mrs. Bolton commented that PARC would like to side the building that houses the irrigation equipment and that is why they are considering T-111 to match the rest of the buildings. Mrs. Bolton commented on WAC maintaining the dugouts. Selectman Kurk mentioned the playground and how it needs some maintenance. Mrs. Bolton said their organization takes pride in their facility and knows it needs to be maintained. Selectman Butt said there should be a cooperative agreement for the maintenance. Selectman Kurk just wants to be clear on the maintenance, not go in thinking one thing and then another thing happens.

Mrs. Bolton said they discussed the weight bearing concerns with the contractor and said they weren't going to spend money on having the plans stamped and the trusses stamped before getting approval from the Board.

Selectman Butt said the John Stark General's Football Association name needs to be visible with banners present to reflect the organization.

Mr. Campana suggests to the organization and the Board a steel roof, especially keeping the winter in mind. He asked everyone to keep in mind the problems with the garage doors at the safety complex when choosing garage doors and suggested 3 8 ft doors instead of 2 12ft doors. Mr. Campana said he is concerned with vandalism and stated this is a lot of money for an organization to donate. Mr. Campana discussed the playground and how it would be of no cost to the town and that is not the case. Mr. Campana appreciates the organization donating the concession stand but does not want to pay for it. Mr. Campana discussed vandalism being a factor and asked if there was any thought of a sprinkler system. It was discussed there will be not water in the facility. He was concerned with the taxpayer's side.

Mr. Cook hopes the Board is in favor of accepting this donation from the John Stark General's Football Association; he feels this organization is very conscious of pride in their organization. He feels they should really consider a steel roof. Mr. Cooks feels this is a great thing for the town. Mr. Cook mentioned the price tag of \$18,500 but what happens if the building goes over the cost. It was discussed they will use the amount of not to exceed \$25,000. Mr. Cook said they could possibly get some cameras on the building with access from the internet, which will help the building and the fields as well in regards to vandalism. The building will be wired but it will be run by a generator.

Mr. Malette said he is in favor and encourages the Board accept the donation. He would like the Building Committee to have the opportunity in the future to make recommendations. He discussed the trusses and said they do come with an engineers stamp. Mr. Malette discussed the options for the roofing material and how the material is installed. Mr. Malette said code requires wooden material be at least 8 inches from the ground and suggests they increase the thickness of the outer edge of the 6 inch slab to 12 inches. Mr. Malette said it is based on the weight of the building and suggests going a 1 ½ deep with 12 inches and the rest of the slab could be 4 inches thick. Mr. Malette recommends a 3 tab shingle for the roof because it does not have to be stripped it can be replaced over.

Selectman Kurk commented on Mr. Malette mentioning the 3 doors instead of 2 doors. Mr. Sawyer said they were looking at the cost and cosmetically the way it looked. Mr. Sawyer said the 3 door option does have its benefits as far as being able to close a door in case of bad weather. Chairman Clow asked how high the walls were; 30 ft. Chairman Clow commented on vandalism and also climbing on the roof and said the steel roof could be punctured if vandals decide to walk on it. Mr. Sawyer said in considering cosmetics they felt a steel roof did not fit Bolton Field but they were leaving it up to the Board. Mr. Sawyer said they looked at various costs and there was not much price difference. Mr. Malette said the 30 year 3 tab shingle would be less

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expensive than architectural shingles. Mr. Sawyer said the exterior doors open out not in. Selectman Butt asked if it mattered to Mr. Sawyer what material was used on the roof. Mr. Sawyer said he cosmetically could not see a steel roof at Bolton Field but it is the decision of the Board.

Selectman Kurk asked how they make the proposal without knowing the specific details on the building. Selectman Butt said if they accept the donation then it is their responsibility to all work together to work out the details. Selectman Kurk said they have a deadline and need to know. Mr. Sawyer said they are handing the Board a 24 ft x 24 ft building and the Board needs to make the final decision. Chairman Clow mentioned balcony, slab, 2 or 3 doors and material of the roof being in question. Mr. Malette said a practice he has seen done is to go with standard size door which would be less cost and would help clarify entrance and exit. Mr. Malette discussed the trusses. Selectman Lacasse said he feels odd saying these are the stipulations and they are donating the building. Mr. Sawyer said as far as what they are looking for is a 24 ft x 24 ft building to house a concession stand and store equipment; whatever the size of the doors or the roofing material it does not matter, they need the building. The specifications are not going to effect their organization; not having the building would effect their organization. As far as what the Board expects for the exterior cosmetics, that's for the town.

Chairman Clow closed the public hearing at 8:20 p.m.

Chairman Clow moved, Selectman Kurk seconded that they accept this building from the John Stark Generals for a total cost not to exceed \$25,000 with the following specifications: the cement slab be reinforced up to 12 inches on the edges, the roof for the announcers stand be extended out over the whole balcony, the service area have 2 7 ft x 9 ft garage doors, the roof be a 3 tab 30 year shingle and be a 24 x 24 ft concession stand. Passed 4-0-0

Selectman Lacasse asked how the details get finalized. Selectman Kurk asked if the Football Association could work in conjunction with the Building Committee. It was discussed the building really needs to get moving forward. Mrs. Bolton commented on Mr. Meany knowing what needs to be done and asked if having everything stamped is not enough. Chairman Clow said what Selectman Lacasse is saying that he did not specify enough of the details in the motion. Selectman Lacasse discussed the slab being pitched and the service area being pitched away from the building. Mr. Sawyer mentioned they will be bringing in the fill and adding drainage. It was discussed using state specked gravel and compacting it would be acceptable. Mr. Sawyer said they had a general contractor to the location and they did discuss compacting the gravel as well and determined the slope. Selectman Kurk asked Mrs. Bolton when the final plans are made to bring a copy to the Board. The Board would like to see the exterior of the building stained dark green like the dugouts.

DEPARTMENT HEADS – Mrs. Tina Connor has vouchers for the Board to sign, for the upcoming July Trustees meeting, totaling \$104,379.41 and coming from various Capital Reserve Funds. Chairman Clow asked if this is something that can be left in the box for them to review. Mrs. Connor said she could do that, it is just if they had questions then she has to wait for another Trustees meeting. She will put copies in the black box prior for the Board to review in the future. Mrs. Connor said there are more that need to be asked for but she cannot do that until they give the Trustees the funds. She has the draft voucher made up \$770,743 within that there is the Government Building money and \$210,000 for the Highway Trucking fund. Mrs. Connor said she is trying to not have to put all that money out there unless they have to do to keep the cash flow; it needs to be done by December 31, 2008. Chairman Clow asked when these transfers are made does it affect the operating budget. Mrs. Connor said it affects cash but not the operating budget. She would like to keep the Government Building and Maintenance funds until needed. Chairman Clow said it would not hold up the projects. Selectman Butt said historically haven't these funds always been transferred. Mrs. Connor said as soon as she does the voucher she will have others to get back because of bookkeeping.

Mrs. Connor said the Transfer Station Revolving Fund is almost a wash, but for paper trail they need to have the in and out paperwork. They will be taking out of the Town's General Fund \$15,870.17 and transferring to the Transfer Station Revolving Fund and taking back \$13,110.87. Mrs. Connor said \$1,633.66 received from

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direct deposit from the Department of Justice needs to be moved to the drug forfeiture account. Selectman Kurk asked what happens to the \$2,000 difference in the Transfer Station Revolving Fund. Mrs. Connor said it stays there. The Fire Department Vehicle Replacement Fund transferring to them \$12,827.82, representing ambulance fees which were deposited into the town's checking account. \$23,673.21 moved from the Fire Department Replacement Special Revenue to the town's general fund for the lease payment of ambulance 2. Mrs. Connor said she is closing out Layton White Engineering account of \$921.10 to be deposited into the town's checking account (was for landfill cap). Selectman Kurk asked about the ambulance payment. Mrs. Connor said they pay 1 lease payment for the ambulance per year.

Mrs. Connor said she needs the Chairman's signature, Town Administrator and her signature as Finance Administrator for the auditor's acceptance letter. Chairman Clow asked if there was anything Mrs. Connor would like to point out. She said she is in agreement with all the adjustments and was pleased with doing the MS-5 9 months before the audit got done. Mrs. Connor commented on the Management's Discussion and Analysis Letter, which was 95% done by Vachon, but her and Mr. Ventresco needed to add 1 paragraph to the letter (this goes back to 2006). Chairman Clow asked if she needs this back tonight. She said the Board could take time to review. Mr. Ventresco said the audit is complete financial wise; this is just the auditing comments and the town's response.

Mrs. Connor said she has spoke with Mr. Ventresco about the server and having access for when she is out. It was discussed she will have access to the server when she is out on leave.

Selectman Butt commented on the budget printout and stated a mid month budget printout is misleading to him. Mrs. Connor said she will continue to pull out the insurance, salt and lawn care at the end of the month. Mr. Ventresco said normally the procedure is to have a print out only at the end of the month. Chairman Clow said it would be a report generated after the last Friday of the month. Selectman Lacasse commented on the bottom line amount and asked if this is the number that matters for what is remaining for the end to the year. Mrs. Connor said the bottom line has built in figures and this is what is causing the DRA discussion. Selectman Lacasse discussed the budget diagram he drew being different in the bottom line of what Mrs. Connor's had for a figure. Mrs. Connor said because she accounted for things that Selectman Lacasse did not. Mrs. Connor said in October departments need to give the Board an amount of what they think they might have left. Selectman Lacasse said waiting until October would be too late. Selectman Butt said they need to make decisions on the information provided to them. Mrs. Connor's said she is not responsible for analyzing the data, just providing the data. Selectman Butt said it is the responsibility of the Town Administration to analyze the data and provide the information to the Board. Mrs. Connor said she enters the numbers given to her, she does not go to the department heads to get the figures, and she gets the numbers from Mr. Ventresco. Mr. Ventresco asked the Board if they want him to spend his time providing multiple reports. Selectman Butt said he does not want to tell Mr. Ventresco what to do, he wants him to provide the necessary information, this is the trend, this is where we are going, we are going to have this amount of \$ for a shortfall. Mr. Ventresco said the information he gets from Mrs. Connor provides everything he needs. Chairman Clow said from his point of view it's not the numbers it is interaction with the department heads to determine where the shortfalls are, conversation that could bring clarity to the table. Selectman Butt said if the trend is that they are going to overspend overtime, the question needs to be asked where the money will come from to cover the over expenditure. Selectman Kurk said they have already heard that Highway will be overspent. Selectman Butt feels the Highway Department being over budget will continue to get worse. Selectman Butt said they are off by 1.3% remaining for the end of the year. Mrs. Connor said in looking at the bottom line it should give them comfort. Mr. Ventresco said that percentage is true when determining how much has been spent out of a certain fund. Mr. Ventresco said he will try to compile a report that also reflects discussions with department heads. Chairman Clow wants the same concept followed when trying to put together a budget.

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MANIFESTS

Chairman Clow moved, Selectman Kurk seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer to sign checks dated June 19, 2008. Passed 4-0-0

Accounts payable \$437,174.44 (Weare School District \$400,000)

Gross Payrolls \$42,488.23 (includes Credit Union, Taxes)

Total \$479,662.67

BUDGET DISCUSSION – Mr. Ventresco said he spoke with DRA last week and told Sandra Rourke where the Town was at. She felt they should wait until at least September or tax preparing time before requesting emergency funds. Mr. Ventresco said she would bring it up at the DRA meeting and ask if DRA would be initiating a plan for emergency spending. She told the towns to wait until September before filing. She reminded him again the request would be for emergency. Mr. Ventresco said they discussed the road size of the town and they are a town with repeating default budgets.

Chairman Clow said as he reads the explanation of emergency fund it states to exhaust all other funding options. Chairman Clow said this is an open discussion and he is not sure what point they are at but doesn't want to leave the department heads hanging. If they wait until September that is 2/3 into the year, they need to be upfront with their expectations. Selectman Kurk said they talked earlier about Mr. Ventresco meeting with department heads to gather information and get feedback.

Selectman Kurk commented on one officer having 30 hours of overtime. Mr. Ventresco said they have a procedure for overtime and said Chief Begin told him they are in a default budget and he hasn't been able to raise his proposed line, therefore sometimes overtime is needed. Mr. Ventresco also discussed energy fuels going pass their expectations. It was discussed police contract raises are reflected in the budget.

Mr. Ventresco commented that he compared what was spent in 2007 at this time to 2008 and there is an \$83,000 difference. Selectman Lacasse would like to get more information from the departments by going through each line and predicting. Mr. Ventresco said at their staff meetings they do discuss where their budgets are. It was discussed the smaller departments are easier to predict but the larger departments are tough because you never know what types of things can occur. Chairman Clow is concerned with people getting the wrong message; there is no assurance if they go to DRA or not that it would be approved. Chairman Clow said the Board all has different opinions if they go to DRA or not. Mr. Ventresco commented on Selectman Lacasse's previous suggestion about going through all budget lines and saying this is what can be spent. Chairman Clow feels all departments are conscious of what they are spending. Chairman Clow commented on Mr. Ventresco's discussion with DRA and them telling the town to wait until setting the tax rate in October. Selectman Lacasse would like to see the additional lines filled out in the budget sheet so they could be clearer as to what each department is anticipating. Chairman Clow said he is unsure they can ask anyone for an anticipated prediction on any deficit or surplus. Selectman Lacasse feels all departments know the situation the town is in regarding the highway department. Chairman Clow commented on departments not having the option to have a deficit. Selectman Lacasse would like to know this information. Chairman Clow said they cannot fulfill the needs. Mr. Ventresco said he does not anticipate anyone going over and said he is trying to look at the bottom line and told employees if one of their departments is in trouble they need to try and compensate. Mr. Ventresco said in the past department heads have done their best to hold back all spending. Selectman Lacasse feels they need to give them that amount. Chairman Clow said they could look at the final numbers on the printout for 2007 and see how they managed to stay within the default budget last year. It was discussed there was a \$40,000 savings from last year's budget, so it could be wise to compare the budgets. Chairman Clow said they used part of the Highway's salt line for the raises. Selectman Kurk said she feels that is because there was salt in the shed still from 2006.

Selectman Kurk asked what additional information they could expect to have for their next meeting. Mr. Ventresco will try to gather the information suggested by Selectman Lacasse. Selectman Butt would like to

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know what they need to get through the rest of the year. Mr. Ventresco feels wording like “Is there anything you expect to have remaining at the end of the year?” would work. Selectman Butt said to ask the departments exactly what they need to get through the end of the year. Selectman Butt said they might have to tell them what they need to cut, which won’t be very pleasant. Mr. Ventresco said the response he will probably get is that they need all the money the default budget allocates them. Selectman Butt would like to see the departments go line by line in their budgets. Selectman Lacasse feels he would rather be upfront with the departments by letting them know they need extra funds to make up for the shortfalls in the highway department. Selectman Butt said they don’t know what the shortfall is. Selectman Kurk said to possibly ask them what they can do without. Selectman Butt said if you ask them to cut the departments are going to ask how much they need to cut. Selectman Butt said it is hard to equate private sector employees to town employees. Selectman Butt feels the town employees are performing well. Selectman Butt said he is assuming when they have a default budget the town will receive everything that happened the year prior.

Chairman Clow said there are exceptions this year with fuel costs and a bad winter and said these issues are unique to the budget this year. Selectman Butt said they to provide the services; tell voters what they are getting for the default budget, if they are not getting the services they expect they need to know. Selectman Butt said they had an unusual situation this year and it is their decision whether to pursue DRA to get funds. Chairman Clow said they subsidize road reconstruction and if town labor for road reconstruction came out of the road reconstruction budget and not the operating budget it could offset some of the difference and feels this should not be overlooked. Chairman Clow is tired of hearing closing the transfer station and laying employees off as being the only option and hopes there is a way of doing this without impacting families that are already feeling the crunch. Selectman Butt said the option to cut back on 50% road reconstruction should be brought forth and does not know why the initiative was not taken to bring this forth. The Board discussed pointing to the road reconstruction not being done is a better solution to the shortfalls. Selectman Butt said there is a real serious problem here. Selectman Butt feels they really need to discuss the default budget again for next year. Selectman Kurk said she feels people know that when they give them a default budget they need to make it work. Selectman Butt said they don’t tell them what they are getting. Selectman Kurk said well they don’t know, they don’t know what kind of winter they will have. Selectman Butt said they always seem to get through the year somehow. Selectman Kurk feels people are pretty well informed and know that something’s need to give. Selectman Butt asked if anything has ever given. Selectman Butt said the voters have no say in the amount of the default budget. He said he has never heard anyone say this is what is going to happen just that things are going to be tough. Chairman Clow said his feeling is everything is deteriorating and this keeps everything depressed from what it could be. Selectman Lacasse asked if there was a plan on the amount of road reconstruction is done each year. It was discussed there is a 10 year plan for road reconstruction. Selectman Butt feels the default budget is only a budget that gets them through the year.

Chairman Clow said Mr. Ventresco will be going to department heads and asking them what they need to get through the year and if they have anything to apply to another departments budget. Chairman Clow said cutting back road reconstruction was another option. Selectman Lacasse said what will be the long term effect on road reconstruction and then utilizing the road reconstruction fund to pay employee’s salary. Selectman Lacasse doesn’t want to see the same thing happen to the roads that has happened to the state of the buildings because they found another pot to steal from. Selectman Butt said the buildings have nothing to do with it; it was the fault of the Capital Reserve Funds.

Chairman Clow moved, Selectman Lacasse seconded to appoint Ray Eaton to the Cable Committee as a full member. Passed 4-0-0

ADMINISTRATIVE REPORT – Mr. Ventresco said Primex is coming next week to discuss the personnel policy. Chairman Clow will be unable to make the meeting. Selectman Butt asked if this is to review the policy they sent him. Mr. Ventresco said they were asked to review the policy. Chairman Clow said the present policy

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was sent to Primex, Primex took the policy all apart and the policy that came before the Board weeks ago was feedback from Primex from years back.

Chairman Clow moved, Selectman Lacasse seconded to approve the purchase of a new computer monitor for the Town Clerks office for \$280 from the Computer Equipment and Maintenance Fund. Passed 4-0-0

Mr. Ventresco said he received an email from PARC; they are requesting that every member of PARC have access to purchase from Country 3 Corners on their account. Selectman Kurk is confused because they now have a coordinator; she is not in favor of having all members on the town's account. Mr. Ventresco feels it would be appropriate to have an extra member authorized. Selectman Butt feels if Mr. Ventresco was contacted the purchase should be fine. Mr. Ventresco said this is different from the purchase policy, because this is charging to the town's account. Mr. Ventresco said PARC wants him to call Country 3 Corners to authorize all the members. Mr. Ventresco will make a decision.

Mr. Ventresco discussed the Fire Marshall's list which is supposed to be complete by 6/30/08. It was discussed the sprinklers would be high priced and Mr. Ventresco is getting quotes of the fire alarm system. Selectman Butt asked if the whole plan has been approved. It was discussed it has not been approved. Chairman Clow commented on the time frame because they do not have the funds available until they go to the town for a vote. Mr. Ventresco is having an electrician add outlets in the Clerks office. It was mentioned that the report states to replace missing ceiling tiles with fire rated ceiling tiles. Mr. Malette would like to rewrite the report and put it into an appropriate order. Chairman Clow asked Mr. Malette to compose an appropriate suggested order and forward it to the Fire Marshall. Chairman Clow is concerned with not crossing things off the list. Mr. Ventresco mentioned getting a fire alarm system. Mr. Ventresco said he met with the Trustees last week and asked if they could use the funds in the Building and Maintenance Fund; it was discussed they could utilize these funds for the design services. Mr. Ventresco said the asbestos issue is being paid through the Building and Maintenance Fund. Mr. Ventresco said the exits signs will be done by the electrician. Selectman Butt asked if they need to have the Fire Marshall back to verify the items that have been completed. It was discussed the sprinkler system could cost approximately \$250,000. Mr. Malette will be revising the list and putting the list in the appropriate order.

PUBLIC COMMENT

Mr. Malette suggested to the Board if they go to DRA for emergency funding to consider the growth and population of the town Mr. Malette said Weare is the 2nd fastest growing town in New Hampshire and has been through all these years of default budgets.

Mr. Malette made a recommendation to the Board that if they have graveled roads keep them that way do not pave them; there are ways of hardening the gravel.

Mr. Malette said the Public Works Department is always doing projects for other departments that are not in their budget. Mr. Malette said if they do work for other departments it should not come out of their budget. Mr. Malette said if other departments had to pay an outside company to perform a service, why don't they pay the Public Works Department.

Selectman Kurk commented on the key pad being reprogrammed and it was discussed there is not a key pad at the back door. It was discussed the key pad tracks who comes and goes from the building. Mr. Ventresco would like everyone to have a secured password that is exclusive to them. Mr. Ventresco said they would need to have someone put the additional keypad on the back door.

Chairman Clow said there is an abutter's notice in the box for the Board to review; Aweare Auto is looking to build a new facility across from the Dental Building. This is going before the Planning Board.

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Chairman Clow moved, Selectman Kurk seconded to enter into non public session at 11:12 p.m. under RSA 91-A:33II (a) & (c). A roll call vote was taken, Selectman Butt – yes, Selectman Kurk – yes, Selectman Lacasse – yes, Chairman Clow – yes. Passed 4-0-0

Chairman Clow moved, Selectman Kurk seconded to come out of non public at 11:30 p.m. A roll call vote was taken, Selectman Butt – yes, Selectman Kurk – yes, Selectman Lacasse – yes, Chairman Clow – yes. Passed 4-0-0

Chairman Clow moved, Selectman Kurk seconded to seal and restrict the minutes of the non public. Passed 4-0-0

ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary